

~~CONFIDENTIAL~~

MINUTES OF DEPUTY DIRECTOR (SUPPORT)

LUNCHEON MEETING

1 August 1956

1. Mr. Lloyd announced that this was the first of several meetings at which Colonel White would not be present because of his leave schedule and TDY trip to the Far East.

25X1A9A
2. Mr. Lloyd introduced [] and announced his assignment to the Office of the Deputy Director (Support) for several months before departing for an overseas post.

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3. Mr. Lloyd indicated that the next Staff Meeting would be devoted to a critique of Operation Alert 1956, and asked for the participation of all components. [] added some general comments on the exercise.

4. It was pointed out by Mr. Lloyd that the Agency appropriation had passed Congress and the plans for the new building were going on space. Each component should firm up its building requirements.

Mr. Garrison gave a brief status report on the acquisition of the land and final site selection.

Colonel Edwards questioned the proposed plans for cafeteria services and also urged that facilities be provided for a barber shop, bank, etc. There ensued a general discussion of the problems involved in establishing concessions and in providing space for them in the new building.

5. Mr. Lloyd requested each of the component heads to give him a list of any supergrade recommendations so that Colonel White could review them before leaving on his trip.

25X1A9A
6. [] referred to the Inspector General's Survey of his Staff, which indicated the need for an aggressive program to further utilize machine installations in the work of the Agency. He stated that after many discussions it had been determined such a program would require two additional slots on his T/O. Also, he asked for suggestions in locating two young employees with aptitude and interest in machine work who could be intensively trained in this field.

25X1A9A
7. [] introduced [] who discussed the 25X1A9A purchase of a new machine to shred classified waste. This machine will make it possible to salvage waste which can be sold at a profit. A similar machine is now used by the National Security Agency. [] asked Colonel Edwards to expedite clearance of the Office of Security in regard to the use of the machine.

8. The meeting adjourned at 1350.

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